

WOODINVILLE FIRE & RESCUE
Tuesday, December 1, 2020

REGULAR JOINT MEETING OF THE BOARD OF FIRE COMMISSIONERS

Commissioner Collins called the virtual meeting to order at 1700 hours. Roll call was taken and was as follows:

Roll Call

Commissioners Derek van Veen, Doug Halbert, Tim Osgood, Mike Millman, and Roger Collins of Woodinville Fire & Rescue; Commissioners Rick Verlinda, Don Ellis, Rick Webster, and Dave Maehren of Northshore Fire Department. Commissioner Josh Pratt of Northshore Fire Department was absent.

Also present were Fire Chief of Woodinville Fire & Rescue and Interim Fire Chief of Northshore Fire Department Greg Ahearn; Deputy Chief Doug McDonald of Northshore Fire Department; Provisional Deputy Chief Peder Davis of Woodinville Fire & Rescue; Chief Administrative Officer Joan Montegary of Woodinville Fire & Rescue; Legal Counsel Matt Paxton of Northshore Fire Department; Board Secretary Nicole Frisch of Woodinville Fire & Rescue; Interim Board Secretary Dawn Killion of Northshore Fire Department; Liz Loomis of Liz Loomis Public Affairs; Financial Analyst Tom Broetje of CFO Selections; and members of the participating fire departments and public.

Public Comment

Mike Dee of Lake Forest Park provided public comment about the future use of Station 54.

Approval of Agenda in Content and Order

MOTION: Commissioner Ellis moved to approve the agenda in content and order. The motion was seconded by Commissioner Webster. The motion passed 5-0 by the Woodinville Board and 4-0 by the Northshore Board.

1. Merger Next Steps Discussion

Liz Loomis of Liz Loomis Public Affairs provided an update as attached hereto.

CAO Montegary of Woodinville Fire & Rescue and Tom Broetje of CFO Selections presented the potential cost savings for a combined district based on the combined 2021 assessed valuation and combined 2021 budgets for both agencies. Residents of Northshore Fire Department would see a cost savings in the effective tax rate of \$0.11 per thousand, or a reduction of 8.5%.

Residents of Woodinville Fire & Rescue would see a cost savings in the effective tax rate of \$0.07 per thousand, or a reduction of 5.6%.

Chief Ahearn presented the draft organizational chart as attached hereto.

The next joint Board meeting is scheduled for Tuesday, January 19, 2021 at 1700 hours. The same agenda will be used.

2. Executive Session

At 5:55 p.m., the Boards moved into Executive Session for 30 minutes pursuant to RCW 42.30.140(4)(a), to discuss the strategy or position to be taken by the governing body during the course of collective bargaining.

At 6:25 p.m., the Executive Session was extended for 10 minutes until 6:35 p.m.

At 6:35 p.m., the Boards reconvened. No action was taken.

3. Adjournment

The joint meeting adjourned at 1837 hours.

Nicole Frisch

Nicole Frisch, Board Secretary

Derek van Veen

Derek van Veen, Commissioner, Position 1

Doug Halbert

Doug Halbert, Commissioner, Position 2

Tim Osgood

Tim Osgood, Commissioner, Position 3

Mike Millman

Mike Millman, Commissioner, Position 4

Roger Collins

Roger Collins, Commissioner, Position 5



Northshore Fire Department Board of Commissioners

Headquarters Station 7220 NE 181st Street, Kenmore, WA

Joint Regular Meeting of the Boards of Fire Commissioners Northshore Fire Department and Woodinville Fire & Rescue and

Board of Commissioners Regular Meeting Agenda

Tuesday, December 1st, 2020

5:00PM

Meeting held virtually, via Zoom

Public Comment must be submitted electronically prior to the meeting.
To submit public comment, please see instructions at the end of the agenda.

To attend this meeting live, click the link below and enter the ID & Password provided.
A recording of this meeting will also be posted in AV Capture.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/85426476279?pwd=TxvcHZLT1JKR1NWU2Y2citDcFVKZz09>

Call in to Zoom Meeting at:

253-215-8782

Meeting ID: 854 2647 6279

Passcode: 854466

- I. **Open Joint Northshore Woodinville Fire and Rescue Meeting**
 - 1.1 Roll Call
- II. **Public Comment**
 - 2.1 Public Comment
- III. **Approval of Agenda**
 - 3.1 Approval of the Meeting Agenda
- IV. **Board Discussion and Possible Action Items**
 - 4.1 Merger Next Steps Discussion
 - A. Community Communication – Liz Loomis Public Affairs
 - B. Financials Discussion
 - C. Community Communication Sub-Committee Report
 - D. Merger Sub-committee report



- E. Contract Sub-committee report
 - F. Next Joint Meeting Agenda Items
- 4.2 Executive Session for 30 minutes pursuant to RCW 42.30.140(4)(a), to discuss the strategy or position to be taken by the governing body during the course of collective bargaining.

Adjourn Joint Meeting

V. Open Regular Northshore Board Meeting

- 5.1 Roll Call

VI. Public Comment

- 6.1 Public Comment

VII. Approval of Agenda

- 7.1 Approval of the Meeting Agenda

VIII. Board Discussion and Possible Action Items

- 8.1

IX. Board Resolutions

X. Consent Agenda

- 10.1 Vouchers
- 10.2 Meeting Minutes Approval

XI. Reports

- 11.1 Fire Chief Report
- 11.2 Commissioner Reports
- 11.3 Legal Counsel Report

XII. Upcoming Board Agendas

- 12.1 Setting of Future Meeting Agenda(s)

XIII. Adjournment

Next Regular Meeting: December 15th, 2020 at 5:00 PM



Public Comment Procedures for Virtual Meetings:

If you wish to provide public comment virtually, you may do so by submitting a written statement to dkillion@northshorefire.com. Any comments received up to one hour before the posted meeting time, will be read during the public comment period.

To ensure your comments are received and read at the proper meeting, your email must include:

- Date & Time of the meeting your comments are intended for
- Your name
- Whether or not you live in the city limits of Lake Forest Park or Kenmore
- Agenda Item and/or subject your comments refer to

Emails without this information may not be read at the meeting. Three minutes are allowed for comment. And, in accordance with normal procedure, messages of an overly repetitive or inappropriate (vulgarity) nature may be declined to be read at the discretion of the meeting Chair.

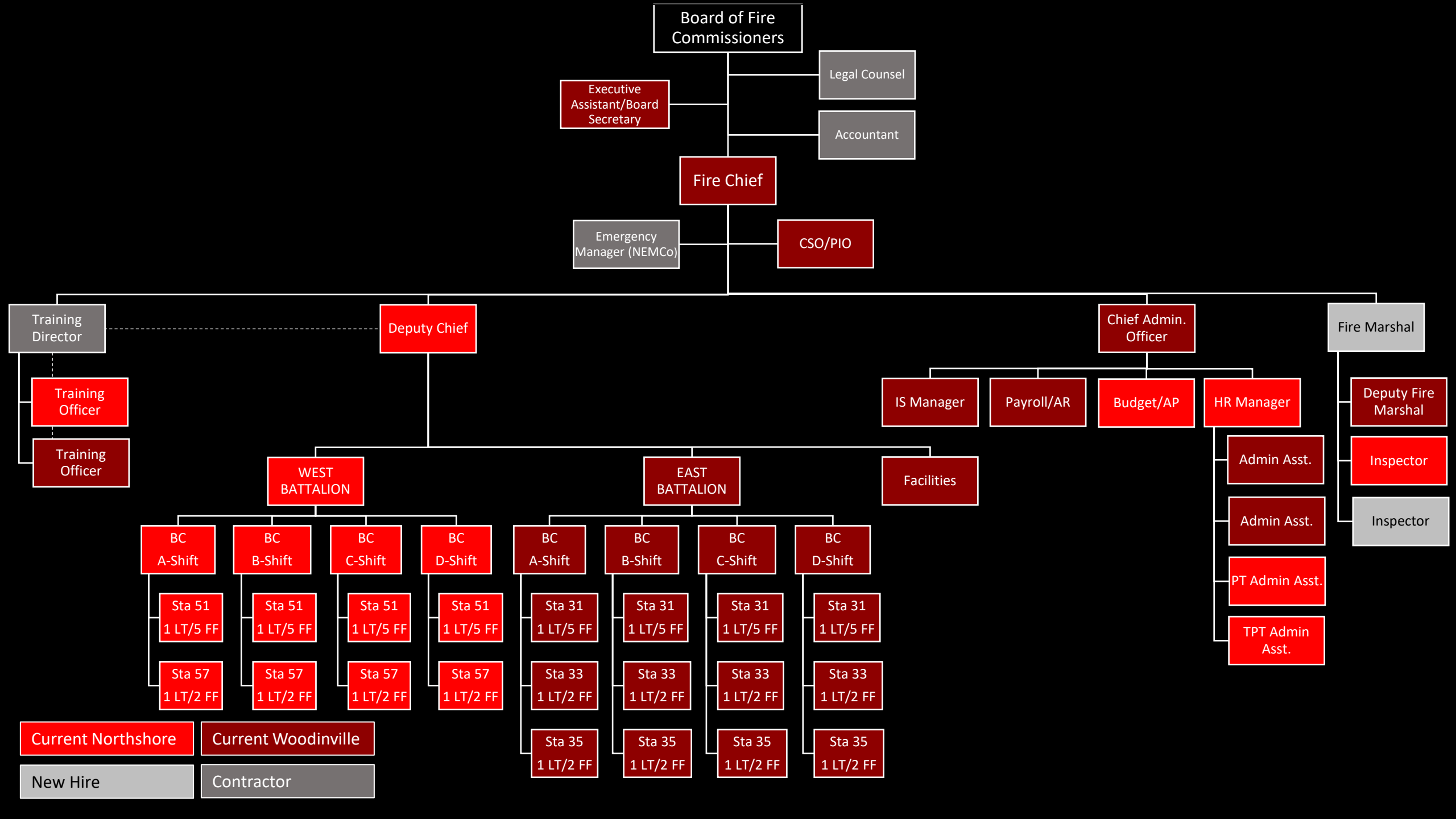
Please check the District's [AV Capture](#) for the most up-to-date information about individual meetings. Questions? Email Interim Board Secretary Dawn Killion at dkillion@northshorefire.com.

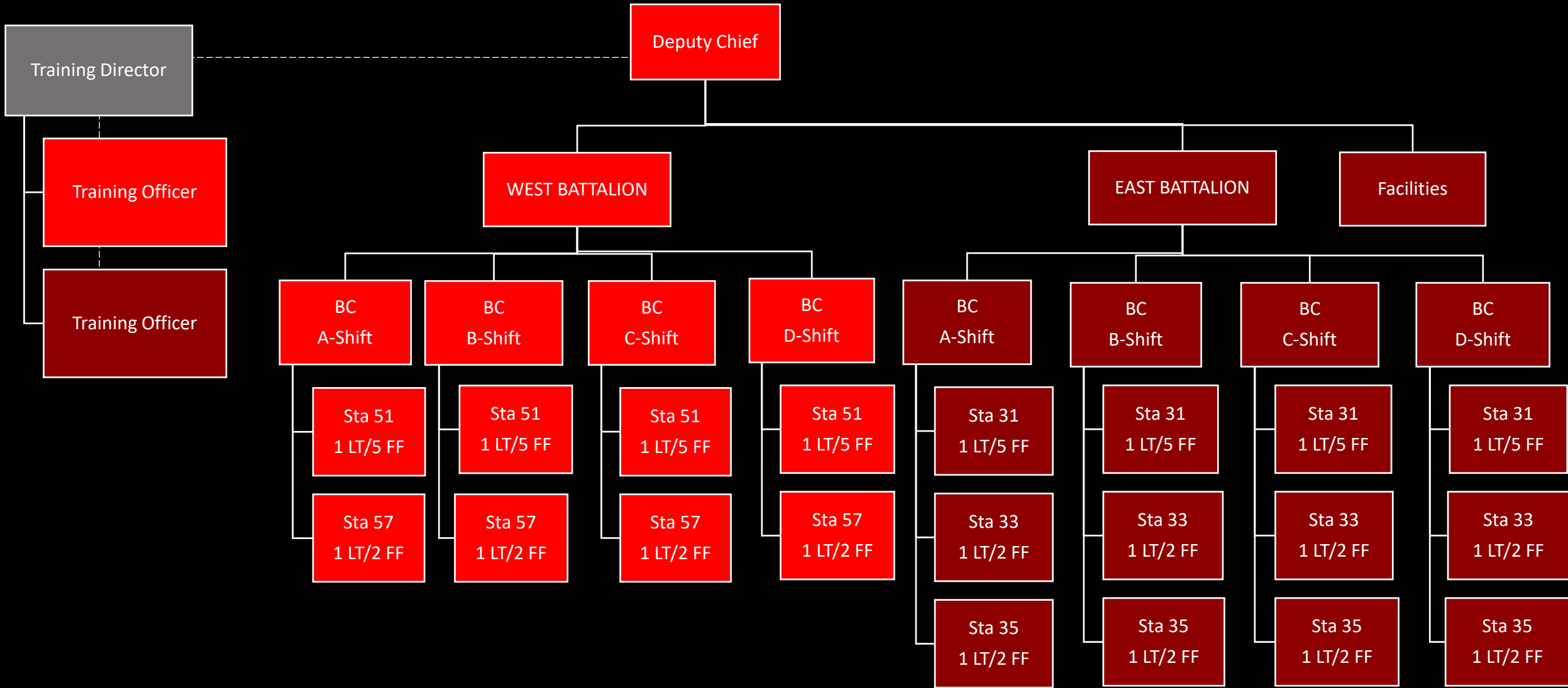
Date: November 24, 2020
Memo To: Chief Greg Ahearn
From: Liz Loomis
Re: Project Update

We wanted to provide you with an update of projects we have completed to share information about the upcoming merger ballot measure. This update covers projects for November and what we anticipate completing for December based on our Strategic Communications Plan.

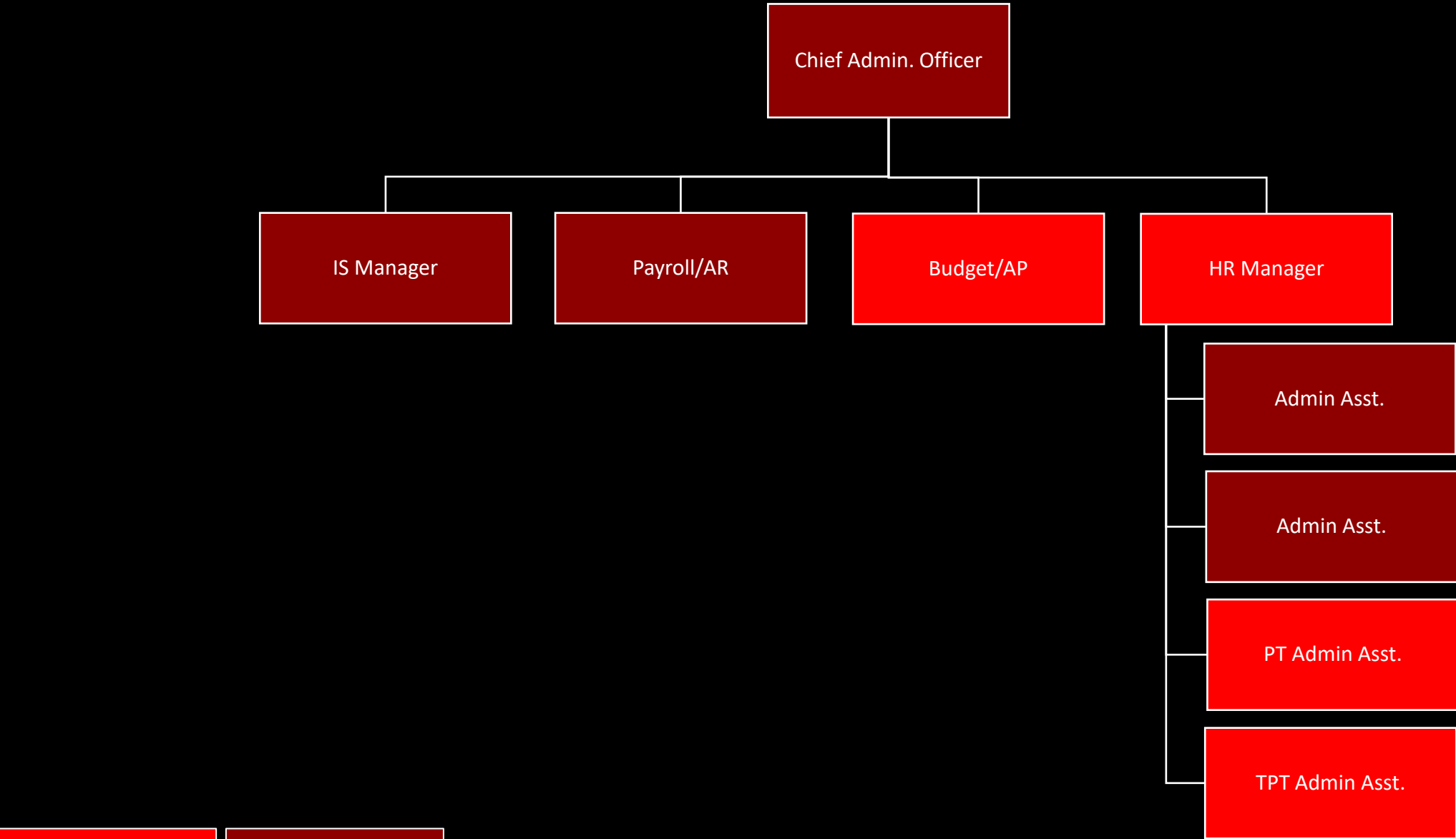
<p>November –</p> <ul style="list-style-type: none"> ✓ Projects Completed <p><u>General Consulting</u></p> <ul style="list-style-type: none"> ✓ Weekly Zoom meetings with project team ✓ Project update with Joint Board <p><u>Paid Communications</u></p> <ul style="list-style-type: none"> ✓ Revised key messages ✓ E-news article for Woodinville Fire & Rescue (Sent 11/18) <p><u>Earned Media</u></p> <ul style="list-style-type: none"> ✓ News release announcing Northshore Board to meet on resolution (Sent 11/10) ✓ News release announcing Northshore Board passed resolution (Sent 11/18) <p><u>Social/Owned Media</u></p> <ul style="list-style-type: none"> ✓ Edits to website text ✓ Social media updates, including graphics for meeting reminders and news releases <p><u>Public Outreach</u></p> <ul style="list-style-type: none"> ✓ Finalize community presentation for Chief 	<p>December –</p> <p><u>General Consulting</u></p> <ul style="list-style-type: none"> ○ Weekly Zoom meetings with project team <p><u>Paid Communications</u></p> <ul style="list-style-type: none"> ○ Develop Frequently Asked Questions ○ E-news article for Woodinville Fire & Rescue – Cost savings (Send 12/15) <p><u>Earned Media</u></p> <ul style="list-style-type: none"> ○ Letter to the Editor - Board thanks public for participating in discussions (12/1) ○ News Release – Cost savings for taxpayers (Send 12/15) <p><u>Social/Owned Media</u></p> <ul style="list-style-type: none"> ○ Edits to website text ○ Social media updates, including letter to the editor, news release, Chief available to present <p><u>Public Outreach</u></p> <ul style="list-style-type: none"> ○ Update presentation with cost savings ○ Promote that Chief is available to present on merger
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Please feel free to contact me with questions at any time. The best way to reach me is by email liz@lpa.biz or (425) 308-6236.





Current Northshore	Current Woodinville
New Hire	Contractor

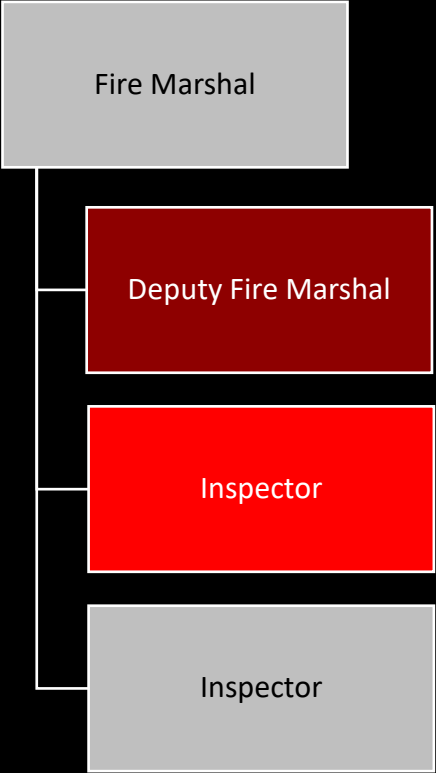


Current Northshore

Current Woodinville

New Hire

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